



TRAINING OPPORTUNITY
Detrick Center for Training and Education
Excellence
Fort Detrick, MD

Course Title: Wide Area Workflow

Dates: 28 Aug 2006 or
29 Aug 2006 or
30 Aug 2006 or
31 Aug 2006

Location /ATC classroom, Bldg 1520, Fort Detrick

Start/End Times: 0800-1630

Course length: 1 day

Registration Deadline: 21 August 2006. Class attendance is limited to 24 Students.

Cost: Free

Vendor/Address: Defense Finance and Accounting Office,
Indianapolis, IN 46249

Course Overview: To train personnel responsible for processing receiving reports against government contracts on how to use the Wide Area Workflow program.

Target Audience: Military and DA Civilians who currently use Wide Area Workflow.

Method of Instruction: Lecture with student interaction, group activities, research and study, presentations, and written exercises.

Course Manager: Tel. 301-619-7554/3360, Fax 301-619-2884 or
E-Mail: USAGDCTEE@DET.AMEDD.ARMY.MIL

How to Nominate and Apply: FAX **DD Form 1556 and completed DD form 2875** to DCTEE (301-619-2884 or DSN 343-2884) or mail to bldg 1520 by the registration deadline. Make sure Blocks 17,19, 23, 25, 32, 33, and 34 are properly completed. Include nominee's email address and Training Coordinator's phone number and email address in Block 18. Training coordinators must add billing information in

blocks 27 and 37. Do not attend unless you have received confirmation from the course manager. Although we try to accommodate all training needs, faxing a nomination to us does not guarantee a space allocation. Check with your activity Training Coordinator if you have not received confirmation two-four weeks prior to the class starting date.

NOTES:

Individuals who require special services or accommodations due to a disability should advise this office immediately (wheelchair access, interpreter, etc).